

MERRITT COLLEGE LIBRARY

COMPUTER AND INTERNET POLICY

Library computer use is limited to two 2-hour sessions per day.

**Sessions are logged out automatically after two hours.
Inactive sessions are logged out automatically after 10 minutes.
Please save your work accordingly.**

Failure to comply with this policy shall result in immediate logout.

Use of the public-access library computers constitutes an agreement to abide by the Library's Computer and Internet Policy. Violation of this policy may result in disciplinary action and/or loss of library privileges.

- Patrons must adhere to all relevant District and College policies as set forth in the *Merritt College Catalog 2011-2013*, specifically the Student Code of Conduct (pp. 74-75).
- Computers are available on a first-come, first-served basis for academic purposes, such as accessing library resources, conducting scholarly research, and completing class assignments. Merritt students, staff, and faculty have priority in the use of these computers.
- Food and drink are not permitted on computer tables or in the library.
- Unauthorized access to, as well as altering, disabling, or destroying, computer systems, hardware, and/or software is prohibited.
- Downloading and installing software is prohibited.
- Patrons engaging in disruptive, harassing, or threatening behavior shall have their computer privileges immediately revoked.
- Patrons may save personal documents and/or files to external storage devices (e.g., flash drives) but not on computer hard drives.
- Patrons may print from the public access computers using the GoPrint System. Printouts cost 10 cents per page.

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